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INSTRUCTIONS TO IMPORTERS FOR SHIPPING TO US AND OVERSEAS

PURPOSE: A customs document must be completed for all shipment imported into the customs territory of the United States and International Points. The original will be filed with Customs Services on or before the date of shipment to a port of entry.

A completed form must accompany each such shipment.

Shippers are required to have the following information on all custom documents:

- 1 All documents must have a complete shipper and consignee mailing address including a contact name and phone number for both parties.**
- 2 The Midland Courier waybill number.**
- 3 The shipper must ensure the broker name and phone number is indicated**
- 4 Shipper must identify who is responsible to clear the freight (shipper or consignee).**
- 5 DECLARATION:**
 - a) Number of units being imported**
 - b) The country where the product was manufactured**
 - c) A full description of each product (identification/serial number)**
 - d) The weight of each product**
 - e) Unit value of each Product**
 - f) The total value of product(s)**
 - g) Total number of pieces being imported**
 - h) Total weight of product(s) being imported**
 - i) Total invoice value of product(s) being imported**
- 6 Total dimensions of all packages**
- 7 Reason for which the product(s) is being imported.**
- 8 Signature of person completing the document.**
- 9 Date the document is completed.**
- 10 Additional special documents are required when importing such items as electronics, video/film, radio frequency devices, fabric, etc...
Blank forms and instructions can be located on the Midland Courier website at www.midlandcourier.com**

COMMERICAL INVOICE / FACTURE COMMERCIALE

Shipper / Expéditeur (complete name and address)				Consignee / Destinataire (complete name and address)			
Date of Expiration / Date de l'exportation				Consignee Telephone:		Consignee Fax:	
Waybill Number:		Note: All shipments must be accompanied with a waybill number					
Name of Custom Broker:						Custom Broker Telephone:	
Note Who is Responsible for Clearance of Freight:				<input type="checkbox"/> Shipper / Expéditeur		<input type="checkbox"/> Consignee / Destinataire	
No. Units	Country of Manufacture	Full Description of Goods Marks and Numbers Description complete des marchandises Marques et numeros			Weight Poids kgs or lbs	Unit Value Valeur unitaire	Total Value Valeur totale
Total Number of Packages Montant total de coils		Total Weight Poids Total		Kgs lbs	Total Invoice Value Valeur totale de la facture		
Total Dimension of all Packages:							
Reason for Export:							
I declare al the information contained in this invoice to be true and correct. Je declare que tous les renseignements figurant sur cette facture sont exacts et veridiques.							
Signature of Shipper (print name and title and sign) Signature de l'expéditeur (empreinte lenom et la titre, puis signer)					Date:		